

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1194 **TITLE:** DIR OF MAINTENANCE AND STORMWATER MGMT
GRADE: S-34

DEFINITION:

Under the direction of the Director and Assistant Director of Public Works Department, and subject to County policy, plans, organizes and directs the maintenance of public works facilities; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

None.

ILLUSTRATIVE DUTIES:

Plans and organizes an effective program for the maintenance of: sidewalks; storm drainage systems; County roads; public street name signs; commuter rail and parking facilities;
Exercises managerial control over agency facilities, utility systems, and programs;
Coordinates programs with other County agencies and the public;
Coordinates the purchase and maintenance of Agency equipment;
Exercises managerial control over the personnel and equipment utilization;
Makes studies and reports on system improvements;
Exercises managerial control over cost accounting system of Division;
Exercises managerial control over Division budget preparation and capital improvement recommendations.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of operation and maintenance of public works systems and facilities;
Ability to make detailed plans and procedures for the most effective use of manpower and equipment;
Ability to formulate accounting and record systems to provide data for project costs and work evaluation;
Ability to solve intricate maintenance system problems;
Ability to direct maintenance on and over private properties with a minimum of inconvenience to the owners;
Ability to analyze related public health problems and effect corrective measures;
Ability to plan for and direct emergency operations with effective results;
Ability to establish and maintain good working relationships with the general public, County officials and other governmental units;
Ability to prepare concise, effective reports.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:
Graduation from college with major course work in engineering; PLUS

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Five years of progressively responsible engineering experience in the operation and maintenance of public works systems and facilities, two of which must have been in a supervisory capacity.

NECESSARY SPECIAL REQUIREMENTS:

Registration as a Professional Engineer in the State of Virginia.

CERTIFICATES AND LICENSES REQUIRED:

Professional Engineer, PE

REVISED: February 12, 1996